



# Vigo Parish Council

Vigo Village Hall  
The Bay, Vigo Village  
Gravesend

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## **AGENDA FOR THE MEETING OF VIGO PARISH COUNCIL**

**To be held on Monday 21<sup>st</sup> July 2025, 8.00pm, in Vigo Village Hall**

**TO ALL MEMBERS OF THE COUNCIL:** You are hereby summoned to attend a meeting of Vigo Parish Council for the purposes of transacting the following business:

- 1) To receive Apologies for Absence
- 2) To receive Declarations of Interest from Council Members (if any)
- 3) Questions from the press & public\*
- 4) Borough & County Councillor representative reports
- 5) Reports from Kent Police
- 6) To approve the minutes of the Full Parish Council Meeting held on 5<sup>th</sup> June 2025
- 7) To discuss matters arising from previous minutes not otherwise on the agenda \*\*
- 8) Services (grounds maintenance, grass cutting, tree surgery)
- 9) To discuss and agree grass cutting programme for Waterlow Road
- 10) To note and discuss the tree survey report from Sylvan Arb
- 11) Flytipping
- 12) Planning:

### Tree Preservation Orders

- 20250680: 134 Timberbank: reduction / removal of dead wood (storm damage) 4 x Hornbeams

### Full Planning Applications

- 20250593: 4 Bramblebank: application for Proposed Lawful Development Certificate: widening of existing driveway

### Covenant Applications:

- 29 Beech Mast: replacement front door
- 11 Ash Keys: installation of external flue pipe for log burner (retrospective)

### Any other planning matters to include:

- Enforcement Issues

- 13) Covenant breaches, enforcement of restrictive covenants & properties in disrepair
- 14) To note any update on issues being with by the Parish Council solicitor
- 15) To discuss any requests from and matters regarding residents.
- 16) The Bay
- 17) To discuss and Gravesham Borough Council issues and / or Kent Highways issues
- 18) To note the ATC survey results from Highways
- 19) Drainage
- 20) Street Lighting

- 21) Councillor Patches
- 22) To receive an update and discuss any play area issues (play park & ballpark)
- 23) To receive an update on the playpark upgrade works planned (including the formal quote from Gravesham Borough Council regarding the play park surfacing)
- 24) Community Warden
- 25) To receive an update on the insurance / subsidence issue (Highview)
- 26) To note and agree the updated Emergency Plan
- 27) Finance:
  - To note any payments made, payments due & income received.
  - To note the Actual vs Budget spend for the quarter ended 30.06.25 & the associated bank reconciliation
  - Any other finance issues / Responsible Financial Officers report
- 28) Proposal from Cllr Banks: to discuss and agree the remuneration to be received by the Clerk on completion of CiLCA
- 29) To receive the Chairs announcements
- 30) To receive the Clerks report and note correspondence received
- 31) To receive updates on
  - Driving Miss Daisy (garden centre visits)
  - Bat Walks
- 32) To note resignations letters from TWO Council Members (effective from the end of the 21<sup>st</sup> of July meeting)
- 33) Training
- 34) Reports from other organisations
- 35) Working Party Reports (none received at time of agenda publication)
- 36) Any other urgent business (at the Chair's discretion)  
(Information only, no motions may be proposed, or decisions taken under this item).

*Joanne Glass*  
**The Parish Clerk (dated 16<sup>th</sup> July 2025)**

\* (Standing Orders state that the Public Session will only take place for 15 minutes, with a member of the public having a maximum of FIVE minutes to discuss their query. Councillors are not obliged to respond to questions during the meeting).

\*\* (Information only, no motions proposed, or decisions taken under this item)